

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council held on Thursday 22nd November 2018 at 7:30pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

Members present: Cllrs Carter (Chairman), Billingham, Clarke, Joslin.

Also present: Lorraine Ellis (Clerk), 9 members of the Public.

1. Welcome and Introductions:

Cllr Carter welcomed everyone to the meeting and introduced the Cllrs to the members of the public.

2. Apologies for absence:

Cllr Arnold, Frydrych, McCarthy, Shorter, Skipper. Apologies noted from County Cllr Jackson.

3. Public participation:

Cllr Carter proposed that participation would be included at the appropriate item. It was noted that members of the public wished to speak on item 8b.

4. Declarations of Interest:

None.

5. Approval and signing of minutes:

a) The minutes of the Full Council meeting held on 25th October 2018 were approved and signed by the Chairman with no amendments.

b) The minutes of the meeting of the Planning Committee held on 11th October 2018 were noted.

6. Cllr Vacancy

The Council received an application from Margaret Smith which was circulated before the meeting. Cllr Joslin proposed that Margaret Smith is co-opted onto the Council, this proposal was seconded by Cllr Billingham. This was agreed by all the Cllrs and it was resolved that Margaret Smith is co-opted onto the Council. Margaret Smith made a declaration of acceptance of office as Councillor.

7. Length and Etiquette at Council Meetings. KC

To discuss and agree the next steps to be taken by the Council.

C/F to next Full Council meeting, when there are more Cllrs in attendance.

8. Planning Applications: DJ. The following applications were considered:

- (a)** **Application No:** EPF/2852/18 **TPO Officer:** Robin Hellier
Applicant Name: Mrs Ann Morden
Location: 1 Arrow Yard, Old Nazeing Road, Nazeing, Broxbourne, Essex, EN10 6RX

Proposal: TPO/EPF/14/87. T1 Oak - Crown reduce by 3m.

Resolved – the Parish Council requests that the application is referred to the District Council's Tree Officer to ensure no damage to the tree.

(b) **Application No:** EPF/2889/18 **COU Officer:** Sukhdeep Jhooti
Applicant Name: Oak Porch House
Location: Oak Porch House, 5 Western Road, Nazeing, Waltham Abbey, EN9 2QN

Proposal: Change of use from residential (class C3) to a residential family resource service (class C2).

It was noted that two letters of objection have been received from residents.

The applicants spoke about the new organisation and providing a service. It is proposed as a mother and baby unit, for families where the child/ren are subject to Care Proceedings and a parenting assessment has been ordered by the Court. Staff at the unit would support parents in developing the necessary skills to care for and keep their child safe.

There was some discussion regarding number of occupants, there could be up to 12 parents plus children (if all six bedrooms were occupied) with four staff (maximum number of staff, supporting six families). The total number of occupiers could be 22 or more.

A resident suggested it would be over-crowding in the house.

A resident (a close neighbour to the property) then spoke about her concerns with the planning application, which were

- Concern for her own family, safeguarding and well-being as she has three children
- Concern following some research she has undertaken, the results of which indicate that parents requiring this service had other problems
- Concern that the company is opening another unit when the first one has only been operating for 20 months and there does not appear to be an Ofsted report
- Concern with traffic using this route as a cut through, along with increased parking issues.

Another neighbouring resident then spoke. She agrees with the safeguarding issues and is concerned with over-crowding in the property. She does not agree that there are good public transport links and is concerned with more on street parking and affecting the street scene view.

It was also observed that 12 weeks is not sufficient time to provide parenting skills.

The Cllrs then discussed the application, points noted

- Some parents do have problems and need help
- Concern with parking in the area
- It appears that the house was purchased without planning permission for any change of use
- A Planning Officer has advised that it could be turned into bed sits or rented, without planning permission being required
- Class C2 covers a wide range of potential uses for example residential care homes, hospitals and nursing homes.

Cllr Billingham proposed that the Council object to the planning application, as the class C2 leaves it open to further development, there would be parking issues and concern with traffic issues. In addition, concerned with effect on the neighbouring properties and that it is an extensive development. Cllr Clarke seconded the proposal.

Resolved – object to the application for the following reasons

- i) **Class C2 covers a wide range of potential uses for example residential care homes, hospitals and nursing homes which is not acceptable to the Council**
- ii) **With potentially 22 people in residence / employed at the dwelling, there would be parking issues and over-crowding**
- iii) **Concern with traffic issues, as the property is on a corner of a cut through (people avoiding the traffic lights at the Nazeing Crossroads)**
- iv) **Concern with effect on the neighbouring properties**
- v) **Concern that it is an extensive development in a residential area which could result in difficulties occurring.**

(c) **Application No:** EPF/2833/18 **Officer:** Corey Isolda
Applicant Name: Mr Vince Lanza
Location: Lake Road Nursery, Lake Road, Nazeing, Waltham Abbey, Essex, EN9 2NP

Proposal: Warehouse for storing plants and chemicals

Resolved – object to the application as it is inappropriate development in the Green Belt, contrary to local policy GB2A (Development in the Green Belt). As it is proposed that the warehouse would be built on a glasshouse site, it also contradicts policy E13C (Prevention of the dereliction of new glasshouse sites). It was noted that no details were included on the planning application about the proposed chemicals and there is concern with potentially hazardous chemicals being stored in the proposed warehouse. If permission is granted, it be subject to a condition that the warehouse may not be used as a dwelling or for residential purposes.

- (d) **Application No:** EPF/2900/18 **Officer:** Alastair Prince
Applicant Name: Mr Laurence Hamilton
Location: 15 Pound Close, Nazeing, Waltham Abbey, EN9 2HR

Proposal: Two storey side extension (renewal of EPF/2521/07).

Resolved – no objection.

- (e) **Application No:** EPF/2919/18 **Officer:** Steve Andrews
Applicant Name: Mr & Mrs L Fox
Location: Broadwaters, Riverside Avenue, Nazeing, Waltham Abbey, EN10 6RD

Proposal: Proposed first floor rear extension incorporating a balcony and a single storey front extension.

Resolved – no objection.

This is provided for information only, EFDC do not normally accept comments on this application.

- (f) **Application No:** EPF/3038/18 **PDE Officer:** Jill Shingler
Applicant Name: Miss Mary Regan
Location: 69 Shooters Drive, Nazeing, EN9 2QB

Proposal: Prior approval application for a 6 metre deep single storey extension (extending onto existing 3 metre extension), height to eaves 2.815 metres and overall height of 2.915 metres.

Resolved – no comment.

9. Enforcement Appeals:

No appeals received since the last meeting.

10. Grant Application Process. SB

It was resolved that Cllrs Billingham, Clarke and Carter would be members of the working party for review of the grant applications. Meeting to be arranged. **Action Cllr Billingham.**

11. Amenity Matters:

- a)** It was resolved to replace the street light outside 122 Old Nazeing Road at a cost of £349, as the light is irreparable.
- b)** It was resolved to replace the street light outside 2 Pound Close next time there is a fault reported, as the light is in a poor condition.
- c)** Elizabeth Close play area gate needs repairing. It is expected that Wicksteed should have serviced or replaced the faulty item on the gate by 30/11/18.
- d)** The contract for grass cutting in the parish is due for renewal for next season. It was resolved to request a three year contract for grass cutting and to obtain three quotes to undertake the work.
- e)** Cllr Billingham asked if it is possible for the groundsman to cut back the overgrown vegetation by the brook on the land at Elizabeth Close, as there has been no response from the Environment Agency. It was agreed to liaise with the groundsman.

12. Financial Matters:

It was resolved to authorise:

- i) Payments totalling £2,817.54.

Chairman's initials _____

ii) Transfer of £13,000 between bank accounts.

The Financial Summary for November 2018 was approved and signed by the Chairman. It was noted Cllrs Billingham & Clarke will set up & approve direct credits this month. **Action Cllrs Billingham & Clarke.**

Some formatting queries were raised on the Financial Summary and it was agreed to investigate. **Action Cllr Billingham & the Clerk.**

13. Community Christmas Tree. SC

Cllrs Clarke and Billingham have met with the head teacher of Nazeing Primary school, discussions were very positive. The pupils will be making decorations for the tree. Cllr Clarke met with the groundsman and it is not possible to use the land by the St Giles car park. Alternative site is on the Parade, by the fence and near the noticeboard. It will be necessary to check who owns the land to ensure that a tree can be sited at this location. **Action Cllr Clarke & the Clerk.**

Revd. Helen Gheorghiu Gould is enquiring about a tree from a local supplier, at a reduced cost. Cllr Frydrych is also trying to source a tree. It was resolved to fund the tree and its installation.

14. Social Media. KC

A new Facebook page, Nazeing Parish Council, has been created. This was displayed at the meeting and it was agreed that this is a positive set for the Council. A draft Social Media policy was circulated at the meeting. Cllrs Billingham & Carter will finalise the Facebook page and Social Media policy. **Action Cllrs Billingham & Carter.**

15. Precept 2019/20. Cllrs

There was a brief discussion regarding any new expenditure, including PA system, new laptop for the Clerk, possible new noticeboard at Nazeing Glass but preference would be to use the bus shelter.

It was resolved that Cllrs send details of any new expenditure including costings required for the new financial year, to the Clerk by 13/12/18 to enable it to be included in the first draft of the Precept. **Action All Cllrs.**

16. Emergency Contingency Planning. GS

A template Community Emergency Plan is available. To consider and agree if the Council would like to introduce a Community Emergency Plan document for Nazeing. C/F to next Full Council meeting, when there are more Cllrs in attendance.

17. Connecting with the Community. SC / KC

a) Cllr Clarke spoke about the need for the Council to connect with the Community and encourage people to become involved with and maybe join the Council. Cllr Clarke suggested that this is an ongoing process, rather than a 'one off' event. She proposed a working party is formed to discuss how the Council could do this and will approach Patrick Arnold as the Community Engagement Officer at EFDC for assistance. Other Councils could be asked, via a newsletter / email that EALC issue regularly to all Councils. A resident said that people do not know what Parish Councillors actually do. This could be included in the discussions.

It was resolved that Cllrs Billingham, Clarke, Carter, Joslin & Smith and resident Stan Benton would be members of the working party for Connecting with the Community and to encourage people to become involved with and maybe join the Council. Meeting to be arranged. **Action Cllr Clarke.**

b) To consider and agree if a "Meet your Parish Councillors" can be introduced and supported by Councillors. This will be included as part of the work undertaken by the working party for item 17a.

18. Clerks Report.

Report circulated before the meeting. Cllr Carter has suggested that some older actions should be closed. No other comments.

19. Reports from Councillors who have attended other meetings.

a) Cllr Carter advised that police have been using speed guns at Nazeing and it was "successful" as a number of drivers were caught speeding.

Cllr Carter advised that it is proposed to have a separate meeting to encourage residents to participate in the Community Speed Watch. This could be addressed as part of community engagement / connecting with the Community.

Cllr Carter has proposed that the Council should applying for a LED speed display sign with a "Slow Down" safety message and sad face or a "Thank You" message and smiley face. It needs to be determined if the request is via Local Highways Panel or another department. Also it was questioned if permission is needed to add these types of signs on the four roads meeting at the crossroads, as it is understood that the roads at this point are classified as 'Priority Routes' by Essex Highways and will be subject to specific traffic regulations.

20. Communications.

The following communications were considered:

a) Request from resident regarding a parking issue on Tatsfield Avenue. There is concern as car/s are being parked almost at the junction of Tatsfield Avenue are causing issues for vehicles turning off St Leonards Road into Tatsfield Avenue, as the driver cannot enter Tatsfield Avenue safely. It was proposed that the resident contacts the police to report the hazardous parking. **Action Cllr Carter.** It was also proposed that if yellow lines were needed, it should be determined if the request is to North Essex Parking Partnership or another organisation.

b) It was asked what the process is, if a zebra crossing was needed at Nazeing Crossroads.

21. Information Items:

None.

22. Items for next agenda:

a) Funding a police officer on the next Full Council meeting agenda, subject to further information being available.

23. Date of next meeting of Full Council. 20th December 2018.

24. Date of Full Council, Annual Parish and Annual Parish Council meetings in 2019. A list of proposed dates for these meetings was circulated. It was agreed to accept the dates, with the caveat that Annual meetings and those in July / August may need to change depending on election date and holiday commitments.

25. Exclusion of public and press.

Clerks Annual Salary Review. To provide an update on the Clerk's annual appraisal and to consider a review of the Clerks salary. **KC/SC**

C/F to next Full Council meeting, when information has been provided to Cllr Carter.

Meeting closed 10:05pm.

Signed by the Chairman:

Date: